



IHM-ST. CASIMIR SCHOOL
ATHLETIC ADVISORY COMMITTEE
3830 ROSEMONT AVE.
LANSING, MI 48910-4592
(517) 882-6631



IHM- St. Casimir School Athletics Advisory Committee

MISSION

The purpose of the committee is to help promote and support the IHM-St. Casimir School sports and athletic programs in a Christian manner.

The members of the committee are required in conjunction with the Athletic Director and Principal to actively participate in this mission by volunteering their time and talents to the school's programs, as well as coordinating and working with the business functions of the Athletics Department and associated programs.

MEMBERS

The committee will consist of a minimum of six members, including a Chair and representatives of the individual sport programs with one or more additional members acting as at-large members. Members may serve in more than one function of the committee. They shall serve a 3 year term on the committee with an option to extend. New and replacement members will be recruited from parent volunteers and others who are involved with the athletics programs. New members and replacement of the Chair must be approved by a majority vote.

- * Committee Chair – Responsible for overseeing the Committee, including communication between the members, Athletic Director, School Principal, School Committee and School Parents
The Chair shall appoint in conjunction with the Athletic Director subcommittees that are deemed necessary for the effective and efficient organization of the Committee.
- * Director of Floor Hockey
- * Director of Soccer
- * Director of Basketball
- * Director of Baseball/Softball
- * Director of Volleyball



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The directors of the individual sports programs will be responsible for overseeing their programs. They will arrange with the school office all parent communications on signup dates and times. They are responsible for keeping an inventory of all jerseys and equipment for their program. All jerseys and equipment will be inventoried before and after their seasons. A uniform log must be maintained for each season and a copy submitted to the Athletic Director to ensure all equipment is returned and accounted for. Requests for replacement or new equipment will be submitted to the Athletic Director at the conclusion of the season.

Committee members must be active in the school and/or parish community or athletics programs.

At least one committee member must be in attendance at all home boys' and girls' basketball and volleyball games. A schedule will be arranged at the beginning of each season. They will assist the Athletic Director with issues related to home game workers, attendance, crowd control or scorekeeping. They will be accessible to the parents and visitors to address any questions or concerns.

SUBCOMMITTEES FUNCTIONS & RESPONSIBILITIES

- * Fundraising – The Fundraising Subcommittee will work in conjunction with Athletic Director in exploring fundraising activities for the Athletic Department. They will present their ideas for fundraising to the committee, Athletic Director and Principal for approval.
- * Spirit Wear – The subcommittee will design Spirit Wear for the Athletic Department and present designs and ideas to the committee, Athletic Director and Principal for approval. They will upon Approval and arrange for the sale and promotion of the products to the School community.



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- **Budget** The budget subcommittee will work with the AD and principal to prepare the annual budget for presentation to the parish for approval and conduct periodic reviews of the budget and financial status of the Athletic Department. The budget subcommittee will analyze cost of programs and suggest player fee levels to give our parents to lowest possible cost while remaining solvent.